

U.S. House of Representatives  
Committee on Ethics

LEGISLATIVE RESOURCE CENTER

EMPLOYEE POST-TRAVEL DISCLOSURE FORM 2015 MAY 14 PM 1:41

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual Financial Disclosure Statements of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, 135 Cannon House Office Building, within 15 days after travel is completed. Please do not file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Daniel S. Chao
2. a. Name of accompanying relative: \_\_\_\_\_ or None ☒  
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): \_\_\_\_\_
3. a. Dates of departure and return: Departure: 4/18/14 Return: 4/26/14  
b. Dates at personal expense (if any): \_\_\_\_\_ or None ☒
4. Departure city: Washington, DC Destination: Istanbul, Turkey Return city: Washington, DC
5. Sponsor(s) (who paid for the trip): Pacifica Institute
6. Describe meetings and events attended: see attached (Only changes in this amended form are dates of departure and return. It was 4/18/14 - 4/26/14 and NOT 6/18-14 - 6/26/14. I accidentally placed wrong travel dates in original form.)
7. Attached to this form are EACH of the following (signify that each item is attached by checking the corresponding box):
  - a. ☒ a completed Sponsor Post-Travel Disclosure Form;
  - b. ☒ the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and Grantmaking or Non-Grantmaking Sponsor Forms;
  - c. ☒ page 2 of the completed Traveler Form submitted by the employee; *and*
  - d. ☒ the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda. (Signify that statement is true by checking box): ☐  
b. If not, explain: We tried to make every meeting, but did not have enough time - some meetings ran over, some were canceled, sometimes traffic became an issue and some meeting participants never confirmed the meeting request once there.

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

SIGNATURE OF TRAVELER:  DATE: May 14, 2015

I authorized this travel in advance. I have determined that all of the expenses listed on the attached Sponsor Post-Travel Disclosure form were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER: Grace F. Napolitano DATE: May 14, 2015

SIGNATURE OF SUPERVISING MEMBER: 

U.S. House of Representatives  
Committee on Ethics

TRAVELER FORM

RECEIVED

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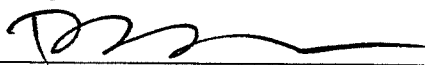
This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. *Form (and any attachments) may be faxed to the Committee at (202) 225-7392, sent or delivered to the Committee at 1015 Longworth, or e-mailed to [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).*

**YOUR COMPLETED REQUEST MUST BE SUBMITTED TO THE COMMITTEE NO LESS THAN 30 DAYS BEFORE YOUR PROPOSED DEPARTURE DATE.** Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. You must receive explicit approval from the Committee before you depart on this trip.

Name of Traveler: Daniel Chao

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name of signatory (if other than traveler): \_\_\_\_\_

For staff, name of employing Member or committee: Rep. Grace F. Napolitano

Office address: 1610 Longworth House Building

Telephone number: 202 225 5256

Email address of contact person: daniel.chao@mail.house.gov

- ☐ Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

**NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.**

**KEEP A COPY OF THIS FORM.** Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form please contact the Committee:

Committee on Ethics  
1015 Longworth House Office Building  
Washington, DC 20515  
(202) 225-7103 (phone)  
(202) 225-7392 (fax)  
Travel email: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov)

U.S. House of Representatives  
Committee on Ethics

TRAVELER FORM

1. Name of Traveler: Daniel Chao
2. Sponsor(s) (who will be paying for the trip): Pacifica Institute
3. Travel destination(s): Turkey
4. a. Date of departure April 18, 2014 Date of return: April 26, 2014  
b. Will you be extending the trip at your personal expense? ☐ Yes ☒ No  
If yes, dates at personal expense: \_\_\_\_\_
5. a. Will you be accompanied by a relative at the sponsor's expense? ☐ Yes ☒ No  
b. If yes:  
(1) Name of accompanying relative: \_\_\_\_\_  
(2) Relationship to traveler: ☐ Spouse ☐ Child ☐ Other (specify): \_\_\_\_\_  
(3) Accompanying relative is at least 18 years of age: ☐ Yes ☐ No
6. a. Did the trip sponsor answer "yes" to Question 9(d) on the Primary Trip Sponsor Form (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)? ☐ Yes ☒ No  
b. If yes, explain why the second night of lodging is warranted: \_\_\_\_\_  
\_\_\_\_\_
7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: ☒ Yes ☐ No  
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.  
as chief of staff, I advise MoC on foreign affairs, appropriations. Also  
am interested to explore potential business export opportunities by our  
constituents, and fully understand Syrian conflict impact on financial aid
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, and/or arranging the trip? ☐ Yes ☒ No
10. **FOR STAFF TRAVELERS:**  
**TO BE COMPLETED BY YOUR EMPLOYING MEMBER:**

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: 3-28-14

Grace J. Napolitano  
Signature of Employing Member

U.S. House of Representatives  
Committee on Ethics

**PRIMARY TRIP SPONSOR FORM**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a Traveler Form at least 30 days before the start date of the trip. The trip sponsor should NOT submit the form directly to the Committee. The Committee Web site ([ethics.house.gov](http://ethics.house.gov)) provides detailed instructions for filling out the form.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.**

1. Sponsor (who will be paying for the trip): \_\_\_\_\_  
Pacifica Institute
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box): ☒
3. Check only one: I represent that:
  - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip ☒ or
  - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds ☐ or
  - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities. ☐If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_
4. Provide names and titles of **ALL** House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):  
Provided in the additional page
5. Is travel being offered to an accompanying relative of the House invitee(s)? ☐ Yes ☒ No
6. Date of departure: 04/18/14 Date of return: 04/26/14
7. a. City of departure: Washington DC  
b. Destination(s): Istanbul  
c. City of return: Washington DC
8. I represent that (check one of the following):
  - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ or
  - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: ☒ or
  - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐
9. Check one of the following:
  - a. I checked 8(a) or (b) above: ☒
  - b. I checked 8(c) above but am not offering any lodging: ☐
  - c. I checked 8(c) above and am offering lodging and meals for one night: ☐ or
  - d. I checked 8(c) above and am offering lodging and meals for two nights: ☐If "d" is checked, explain why the second night of lodging is warranted: \_\_\_\_\_

10. Attached is a detailed agenda of the activities the House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees) (indicate agenda is attached by checking box): ☒

11. Check one:

- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify that the statement is true by checking box): ☒ or  
b. N/A – trip sponsor is a U.S. institution of higher education. ☐

12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

Since Turkey is a such an important ally to United States, to improve bilateral relationship between the two countries Congressional Members and Staffers' visit to Turkey and meet with governmental officials are so important. These type of study trips will give benefit to participants to understand each other better and establish more peaceful environment in the world and especially in the region where Turkey is located, which is going through a very critical time.

13. Answer parts a and b. Answer part c if necessary.

- a. Mode of travel: Air ☒ Rail ☐ Bus ☐ Car ☐ Other ☐ (Specify: Minibus)  
b. Class of travel: Coach ☒ Business ☐ First ☐ Charter ☐ Other ☐ (Specify: \_\_\_\_\_)  
c. If travel will be first class or by chartered or private aircraft, explain why such travel is warranted:

14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (signify that the statement is true by checking box): ☒

15. I represent that either (check one of the following):

- a. The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ or

- b. The trip involves events that are arranged specifically with regard to congressional participation: ☒

If "b" is checked:

- 1) Detail the cost per day of meals (approximate cost may be provided):

\$35.00

- 2) Provide reason for selecting the location of the event or trip:

Turkey has become increasingly important county in her specific location that is between East and West. Turkey is a great ally to United States and this partnership is important to bring peace in the region.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel name: Hotel Ramada City: Istanbul Cost per night: 130

Reason(s) for selecting: Close to city, easy access and good rate

Hotel name: Hotel Princess City: Izmir Cost per night: 130

Reason(s) for selecting: Close to city, easy access and good rate

Hotel name: \_\_\_\_\_ City: \_\_\_\_\_ Cost per night: \_\_\_\_\_

Reason(s) for selecting: \_\_\_\_\_

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. (signify that the statement is true by checking box): ☒

18. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	3500	515	550
For each accompanying relative			

	<i>Other</i> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee		
For each accompanying relative		

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

19. Check one:

- a. I certify that I am an officer of the organization listed below. ☒ or  
b. N/A – sponsor is an individual or a U.S. institution of higher education. ☐

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. ☒

21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Tezcan Inanlar  
*Digitally signed by Tezcan Inanlar  
DN: cn=Tezcan Inanlar, ou=Pacifica Institute, ou,  
email=tezcan.inanlar@pacificainstitute.org, c=US  
Date: 2013.11.12 13:05:02 -0800*

Name: Tezcan Inanlar

Title: CEO

Organization: Pacifica Institute

Address: 1019Gayley Avenue, Suite A Los Angeles, CA 90024

Telephone number: 9494668796

Email address: tezcan.inanlar@pacificainstitute.org

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics  
U.S. House of Representatives  
1015 Longworth House Office Building  
Washington, DC 20515  
(202) 225-7103 (phone)  
(202) 225-7392 (general fax)



K. Michael Conaway, Texas  
*Chairman*  
Linda T. Sánchez, California  
*Ranking Member*

Charles W. Dent, Pennsylvania  
Patrick Meehan, Pennsylvania  
Trey Gowdy, South Carolina  
Susan W. Brooks, Indiana

Pedro R. Pierluisi, Puerto Rico  
Michael E. Capuano, Massachusetts  
Yvette D. Clarke, New York  
Ted Deutch, Florida



ONE HUNDRED THIRTEENTH CONGRESS

## U.S. House of Representatives

### COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Joanne White  
*Administrative Staff Director*

Jackie M. Barber  
*Counsel to the Chairman*

Daniel J. Taylor  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

April 11, 2014

Mr. Daniel S. Chao  
Office of the Honorable Grace Napolitano  
1610 Longworth House Office Building  
Washington, DC 20515

Dear Mr. Chao:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Turkey, scheduled for April 18 to 26, 2014, sponsored by Global Cultural Connections, DBA Pacifica Institute.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$375] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

K. Michael Conaway  
Chairman

Linda T. Sánchez  
Ranking Member

KMC/LTS:wfs

PAGE	ITINERARY
	<b>11:30pm Depart, IAD Turkish Airlines</b>
	<b>5:10pm Arrive in Istanbul</b>
	<b>6:30pm Check into hotel</b>
	<b>8:00pm Dinner Meeting: "Democracy, Freedom of Press, and Secular State in Turkey"</b>
	<b>9:00am Breakfast Meeting: "Recent Developments in Turkey, and how it affects US-Turkish Relations"</b>
	<b>11:30am Meeting with Historian Aykut Ayik: "Democratization of Turkey from late Ottoman Era to Modern Day Turkey"</b>
	<b>1:30pm Lunch</b>
	<b>2:30pm Meeting with City Council Members: "Istanbul's Business sectors focusing on Tourism Industry"</b>
	<b>4:30 pm Meeting with Small Business Administration and Members of Small Businesses</b>
	<b>7:00pm Dinner at Today's Zaman Newspaper with Chief Editor Abdullah Bozkurt</b>
	<b>9:30pm Stay at the Hotel</b>
	<b>7:00am Early flight to Kayseri Airport (Breakfast on the Airplane)</b>
	<b>8:15am Arrival to the City of Kayseri</b>
	<b>8:45am Drive to Cappadocia</b>
	<b>11:00am Meeting on Unesco World Heritage Projects around Cappadocia: "How Foreign and U.S. Financial Aids used in the Restoration Projects"</b>
	<b>12:00pm Meeting with Local International Trade offices</b>
	<b>01:00pm Lunch Meeting with Deputy Mayor of the City of Nevsehir-Government Officers Work Challenges in Rural Settings</b>
	<b>04:30pm Drive to Nigde</b>
	<b>06:00pm Dinner meeting at Sunguroglu High School with the Mayor of Nigde, Turkish Education System and Presentation of School Children Art Work</b>
	<b>10:00pm Stay with a Local Family</b>
	<b>8:00am Breakfast with Turkish Families: A Meeting on Family Lives in Turkey Focusing on Early Childhood Education with Local Educators and Families</b>
	<b>9:30am Drive to Ankara</b>
	<b>12:00pm Lunch Meeting at Sereflilikochisar: "Current Governmental Structure and its Challenges in the Capital Ankara"</b>
	<b>02:00pm Check in the hotel</b>
	<b>04:00pm Visit US Embassy, meet Ambassador Francis J. Ricciardone: "US-Turkish Relations"</b>
	<b>06:30pm Dinner meeting with Authors and Journalists Foundation Moderated by Ibrahim Anil-Freedom of Press in Turkey, Story of Turkish Journalism and Reporting</b>
	<b>08:30am Breakfast meeting with the Chief of Staffers of the Members of the Parliament</b>
	<b>9:30am Meeting with Main Opposition CHP Party Officials and Governing AK Party Officials</b>
	<b>12:30pm Lunch Meeting with the Member of the Parliament- Turkish Experiment with Democracy since late 1940s</b>
	<b>02:30 pm Meeting with the Foreign Affairs Ministry: History of Turkish American Relations, Crisis in Syria</b>
	<b>04:00pm Visit the Turkish Parliament</b>
	<b>06:30pm Flight from Ankara to Saniurfa with Turkish Airlines</b>
	<b>07:45pm Arrival to Saniurfa</b>
	<b>08:30pm Dinner meeting with Saniurfa Chamber of Commerce, President Sabri Ertekin: "Success Story of Local Businesses, Local Businesses Diverting Their Market from Middle East to Other World Markets."</b>
	<b>10:00pm Check in the Hotel</b>
	<b>9:00am Breakfast at Hotel</b>
	<b>10:00am Meeting with City Community Services Department and Public Safety Office "Effects of Syrian Refugees living in town (Security, Education, and Employment)"</b>
	<b>12:00pm Lunch Meeting with Doctor Mehmet Kadir Ozbey: "Turkish Hospitals and Healthcare System", Visit A Hospital Facility</b>
	<b>1:00pm Meeting with Deputy Governor: "Understanding Turkey's Role in the Syrian Conflict"</b>
	<b>02:00pm Visit Syrian Refugee Camp with Government Officials: Challenges of Half a Million Guest Refugees</b>
	<b>05:30pm Dinner on the way to Airport</b>
	<b>07:25pm Flight from Saniurfa to Istanbul Ataturk Airport with Turkish Airlines</b>
	<b>09:25pm Arrival to Istanbul</b>
	<b>7:30am Breakfast Meeting at the Hotel: "Review of the Trip Experience: Insights and Lessons"</b>
	<b>9:15am Visit Armenian Patriarch Archbishop Aram Atesyan: "Minority Religions and Armenians in Turkey"</b>
	<b>11:00am Meeting with Chief Rabbi Ishak Haleva: "Challenges of Minority Jewish Community in Turkey"</b>
	<b>12:15pm Lunch meeting with the Young Attorneys in Istanbul, an update of Turkish Judiciary System</b>
	<b>02:15pm Meeting: "Review of the Trip Experience: Insights and Lessons - Trip Evaluations: Projects, recommendations, feedback,"</b>
	<b>06:30pm Dinner Meeting with TUSKON (Confederation of Businessmen and Industrialists of Turkey) Story of Turkish Businesses Market Diversification in Times of Crises</b>
	<b>6:25pm Fly Back to US - Plane arrives same day in IAD</b>





# **April 18-26, 2014**

## **Intercultural Trip to Turkey for Congressional Staff Del for Chief of Staffers**

### **Invited Names**

Daniel Chao CoS – Rep. Grace F. Napolitano  
Perry Brody CoS – Rep. Filemon Vela  
Cookab Hashemi CoS – Rep. Jackie Speier  
Lenny Young CoS – Rep. Julia Brownley  
Laurie Saroff CoS – Rep. Janice Hahn  
Julie Tagen CoS – Rep. Alan Grayson  
Stanley Watkins CoS – Rep. Bobby Rush  
Lisa Quigley CoS – Rep. Jim Cooper  
Richard Kirk McPike CoS – Rep. Mark Takano  
Josh Connolly LD – Rep. Jackie Speier  
Meg Joseph – Rep. Jim Matheson

### **Reason of Invitation**

Turkey is such an important ally to United States in the Middle East. To improve bilateral relationship between the two countries Congressional Members and Staffers' visit to Turkey and meeting with governmental officials becomes so important. These type of study trips will give benefit to participants to understand each other better and establish more peaceful environment in the world and especially in the region where Turkey is located, which is going through a very critical time.